

**BY ORDER OF THE COMMANDER
AIR WAR COLLEGE**

**AIR UNIVERSITY INSTRUCTION 36-2315
AIR WAR COLLEGE
SUPPLEMENT 1**



July 2002

PERSONNEL

STUDENT DISENROLLMENT PROCEDURES

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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AUI 36-2315, 11 December 2001, is supplemented as follows:

This supplement prescribes the functions and procedures for Air War College resident student disenrollment and faculty board actions, in addition to the specifications of AUI 36-2315, *Student Disenrollment Procedures*, dated 11 December 2001. It applies to faculty, staff and students.

SUMMARY OF REVISIONS

This revision supersedes AWCOI 90-107, *Student Disenrollment and Faculty Boards*, July 1999, and aligns policy and procedures with AUI 36-2315.

7. (Added) Administrative Elimination Procedure. The AWC Commandant may administratively eliminate students (either disenroll or deny enrollment). The dean of students notifies the commandant through the dean of academic affairs and vice commandant in writing of situations when administrative elimination procedures may be appropriate. The commandant then designates a commissioned officer senior in rank to the student, to validate and subsequently initiate administrative elimination actions. An information copy of AU Form 747, "Record of Administrative Action," is also forwarded to HQ AU/CFR.

8. (Added) Summary Disenrollment. Summary disenrollment procedures may be used in misconduct cases, academic deficiency, or in situations the commandant determines there are sufficient facts to allow a thorough review. In situations of misconduct which apply to the academic environment, such as violations of Academic Integrity (AUI 36-2309) or Academic Freedom (AUI 36-2308), the dean of academic affairs notifies the commandant through the dean of students and vice commandant in writing of possible grounds for disenrollment of a student. In situations of possible misconduct unrelated to academics, the dean of students notifies the commandant through the vice commandant in writing of possible grounds for disenrollment of a student. For situations involving purely academic deficiency, the dean of academic affairs notifies the commandant through the vice commandant in writing of possible grounds for disenrollment of a student.

11. (Added) Membership of Faculty Boards. The AWC Commandant may appoint AWC faculty who meet AUI 36-2315 board membership criteria to serve as faculty board members.

13. (Added) Post-Disenrollment Disposition. The appointed reviewer or senior ranking member of a review committee or faculty board ensures all post-disenrollment disposition actions are processed and that directorates and the Office of Evaluation are informed in order to maintain accurate records of students and proceeding results.

13.6.11. (Added) Send one copy of AU Form 747 (for administration of summary disenrollment) or AU Form 864 (for faculty board disenrollments) to HQ AU/CFR.

13.7. (Added) Maintaining Disenrollment Records. The original record of summary disenrollment or faculty board proceedings is filed in the Office of Evaluation.

BENTLEY B. RAYBURN
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Commandant